

# GLACVCD BOARD OF TRUSTEES MEETING STAFF REPORTS



Thursday, January 12<sup>th</sup>, 2023

7:00 p.m. Board Meeting  
Santa Fe Springs District Headquarters  
12545 Florence Avenue, Santa Fe Springs, CA 90670

***Trustee Emily Holman, President***  
***Trustee Scott Kwong, Vice President***  
***Trustee Marilyn Sanabria, Secretary-Treasurer***

*General Manager, Susanne Klueh*  
*Director of Scientific-Technical Services, Steve Vetrone*  
*Director of Operations, Mark Daniel*  
*Director of Communications, Mary-Joy Coburn*  
*Director of Fiscal Operations, Carolyn Weeks*  
*Director of Human Resources, Allison Costa*  
*Board General Counsel, Quinn M. Barrow, Richards, Watson, Gershon*  
*Labor Legal Counsel, Oliver Yee, Liebert, Cassidy, Whitmore*

Copies of staff reports or other written documentation relating to agenda items are available online at <https://www.GLAmosquito.org/board-meetings> and are on file at the District's Headquarters at the Front Office for public inspection.

If you have questions regarding an agenda item, please contact the Front Office Staff at (562) 944-9656 ext. 504 during regular business hours.

*Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the front office at (562)944.9656 ext. 504. Notification 48 business hours prior to the meeting will enable the facility staff to make reasonable arrangements to assure accessibility to the meeting.*

# GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 | Fax (562) 944-7976

Email: [info@glacvcd.org](mailto:info@glacvcd.org) | Website: [www.glacvcd.org](http://www.glacvcd.org)

## General Manager's Report for January 12, 2023 Board of Trustees Meeting

Happy New Year 2023! As always, a warm welcome to new and welcome back to returning Trustees. Best wishes for a happy and healthy year for all of us! I hope you all had a restful and enjoyable holiday season.

While we have not been able to leave all COVID-19 concerns behind us, we have certainly settled into the new normal of staggered shifts and part-time remote work. We have, however, been able to come back together for in-person meetings amongst staff, as well as with the Board of Trustees.

Late in 2022 the management team started the annual planning process to identify goals and needs to ensure another successful season in 2023, as well as trying to anticipate those for the next three to five years. Top priorities remain the prudent use of current fiscal year budget means, identifying upcoming season minimum staffing needs, plans for relocation and/or remodeling of the Sylmar and Santa Fe Springs offices, as well as the development of the Sterile Insect Technique (SIT) program. In 2023, we are hoping to increase the efficacy and efficiency of our unmaintained swimming pool control program by using up-to-date high-resolution aerial mapping and imagery.

As we are receiving much needed rain, field staff are busy with equipment, vehicle, and facility maintenance projects, continuing education and safety training. Scientific-technical staff are preparing the first irradiation trials for the SIT program and are putting the finishing touches on their presentations for the upcoming MVCAC and AMCA annual conferences in Anaheim, CA and Reno, NV. Communication's staff are also working on presentations for said conferences and are planning the outreach campaigns and activities for 2023.

We are beginning the year without Operations Manager Wesley Collins at the Sylmar office, who, retired on December 31st, 2022, after 34 years of dedicated service to the District. His departure marks a big change for our management team and operation's staff agency wide. His knowledge, experience, and leadership will be missed. As we are starting the process of recruiting his successor, we are looking at our organizational structure to ensure we are not missing out on an opportunity for potential improvements.

Finally, every January, Trustees are asked to complete a committee interest spreadsheet to serve on various Board committees for the year. If you are interested in serving on one or more committees, please complete the enclosed spreadsheet with your preferences and return it to Araceli Hernandez ([ahernandez@GLAmosquito.org](mailto:ahernandez@GLAmosquito.org)) by January 20th, 2023. Our incoming Board President, Scott Kwong, will recommend committee appointments to be ratified by the Board at the meeting on February 9th, 2023.

With that, I am looking forward to working with staff and all of you towards another safe and productive year.

Sincerely,



Susanne Kluh

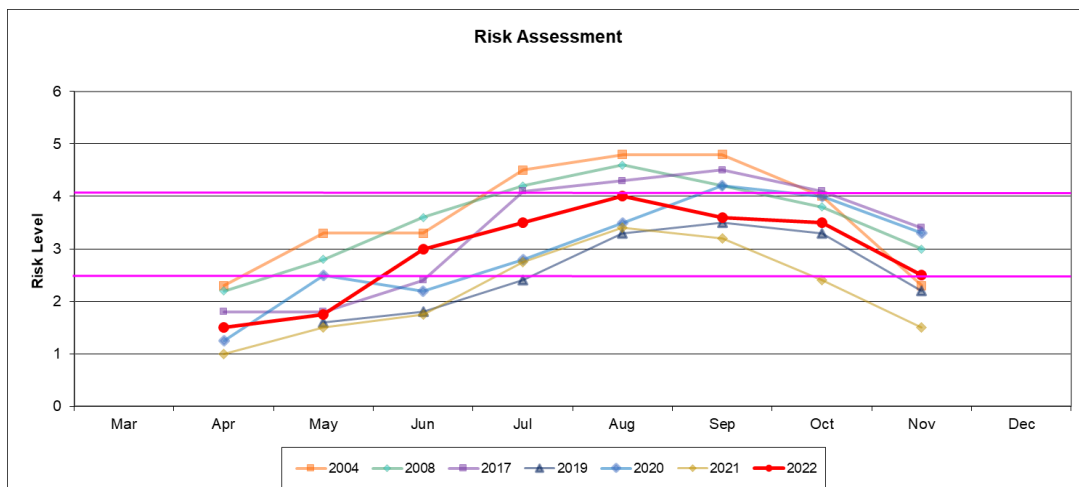
GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

SCIENTIFIC-TECHNICAL REPORT  
December 2022

*Steven Vetrone, Director of Scientific-Technical Services*  
*Tanya Posey, Acting Senior Vector Ecologist*  
*Ryan Amick & Nicolas Tremblay, Vector Ecologists*  
*Rande Gallant, Faiza Haider, & Courtney Chagolla, Assistant Vector Ecologists*  
*Christopher Ortiz & Wesley Collins Jr., Vector Field Assistants*

**I. RISK ASSESSMENT**

To maximize our available resources, mosquito samples were not submitted for testing in December, and the State Health Department discontinued the dead bird program for the winter. Thus, the Risk Assessment for December cannot be calculated.



**II. GLACVCD MOSQUITO-BORNE DISEASE WATCH SUMMARY**

- No WNV human cases were reported within District boundaries in December.
- In 2022, 56 confirmed WNV human cases were reported in Los Angeles County. The Los Angeles County Department of Public Health (LACDPH) has confirmed six human cases within the District service area.
- A total of 11 human SLE cases were reported statewide in 2022. One confirmed human case was identified within District boundaries.
- LACDPH has confirmed eight travel-associated human Dengue cases within the District in 2022. No local transmission has been observed.

<i>Culex</i> Mosquito Pools	Number Tested	WNV Positive	WEE Positive	SLE Positive	Other Positive
This Period	0	0	0	0	0
Year to Date	2147	372	0	1	0

Dead Birds	Number Tested	WNV Positive
This Period	0	0
Year to Date	81	28

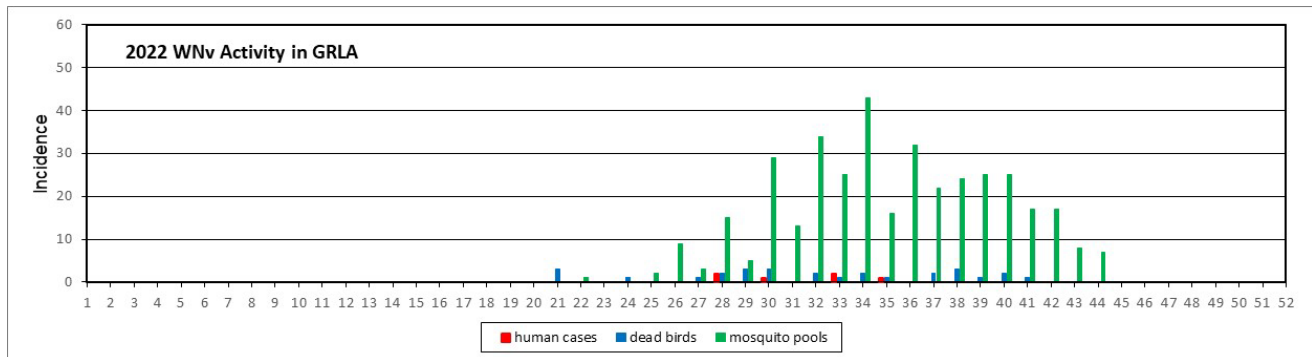
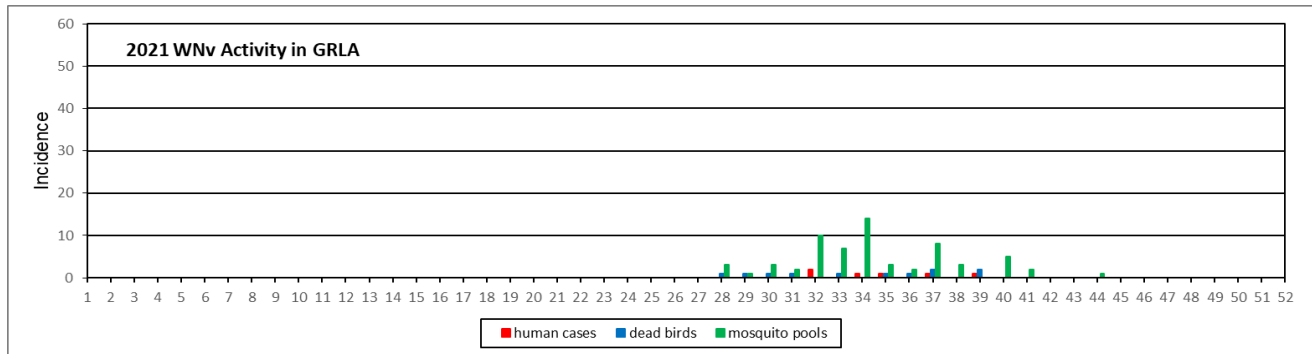
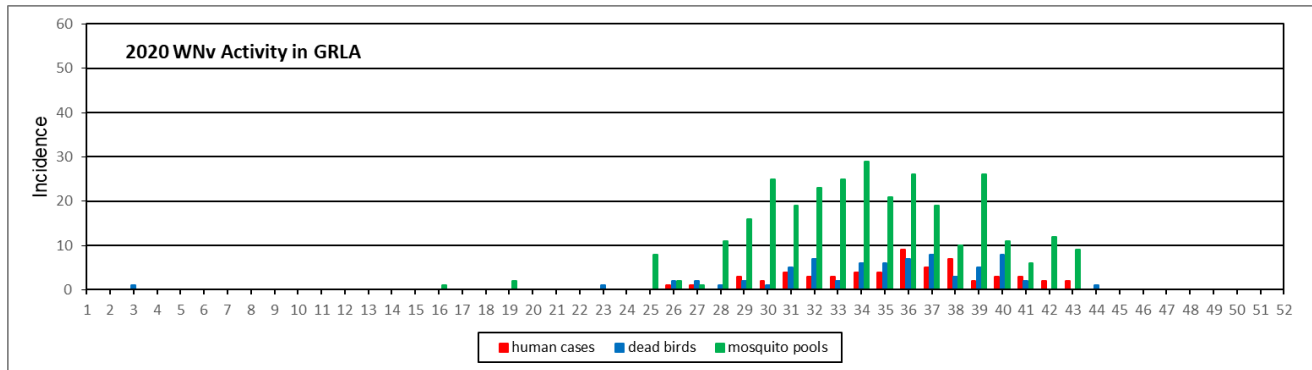
# S-TS STAFF REPORT A

WNV Surveillance Indicators 2022							
City/Community	Mosquito Pools	Dead Birds	Human Cases	City/Community	Mosquito Pools	Dead Birds	Human Cases
Arleta	4			Maywood	3		1
Artesia	5			Mission Hills	4		
Atwater Village	<b>2</b>			Montebello	5		
Avocado Heights	1			North Hills	3	3	1
Bell Gardens	2			North Hollywood	1		
Bellflower	8	1	1	Northridge	8	1	
Boyle Heights	1			Norwalk	7	1	
Burbank	<b>3</b>			Pacoima	2		
Canoga Park	6			Panorama City	10	1	1
Carson	<b>2</b>			Paramount	2		
Cerritos	6	4		Pico Rivera	8		
Chatsworth	2			Porter Ranch	2		
City of Commerce	5			Reseda	10		
Cudahy	3			Rowland Heights	7		
Diamond Bar	1	1		San Fernando	6		
Downey	7			San Marino	10	2	
Eagle Rock	5			Santa Fe Springs	8		
East Los Angeles	4			Sherman Oaks	6	2	
El Sereno	1			Signal Hill	2		
Elysian Valley	3			Silver Lake	<b>3</b>		
Encino	12			South El Monte	10		
Gardena	1			South Gate	3		
Glendale	<b>7</b>	1		South Whittier	4		
Granada Hills	12			Studio City	8		
Hacienda Heights	11	1	1	Sun Valley	2		
Hawaiian Gardens	7			Sunland	2		
Highland Park	3			Sylmar	1		
Hollywood Hills	2			Tarzana	3		
La Crescenta		1		Toluca Lake	3		
La Habra Heights	5			Tujunga	1		
La Mirada	9			Valley Glen	6		
Lake Balboa	7			Valley Village	7		
Lakewood	5	1		Van Nuys	8		1
Lincoln Heights	3			Watts	1		
Long Beach	7	4		West Hills	3		
Los Angeles City	<b>3</b>	2		Whittier	14	2	
LA City - South-Central	1			Wilmington	1		
Los Feliz	<b>7</b>			Winnetka	8		
Lynwood	3			Woodland Hills	4		
<b>Total</b>					<b>372</b>	<b>28</b>	<b>6</b>

\*New positives in **RED**

\*\* Previously positive sites in **BOLD**

# S-TS STAFF REPORT A



### III. GLACVCD BLACK FLY & MIDGE SURVEILLANCE

#### Black Fly

- Weekly black fly surveys within the Special Assessment Areas of the Los Angeles River and Arroyo Seco Wash concluded in November. Surveillance efforts will resume in March of 2023.

#### Non-Biting Midge Fly

- Weekly midge fly surveillance of the Hansen, San Gabriel River Coastal, Rio Hondo Spreading Grounds, L.A. Equestrian Center, and Silver Lake Reservoir has concluded for the year.

### IV. STERILE INSECT TECHNIQUE (SIT)

- Collaborative work continues with Orange County MVCD and MosquitoMate.
  - MosquitoMate continues to build the capacity of GLACVCD and OCMVCD *Aedes aegypti* joint colony for mass-rearing.
  - Development of Standard Operating Procedures (SOP) for ongoing mass rearing and irradiation of *Aedes aegypti* mosquitoes.

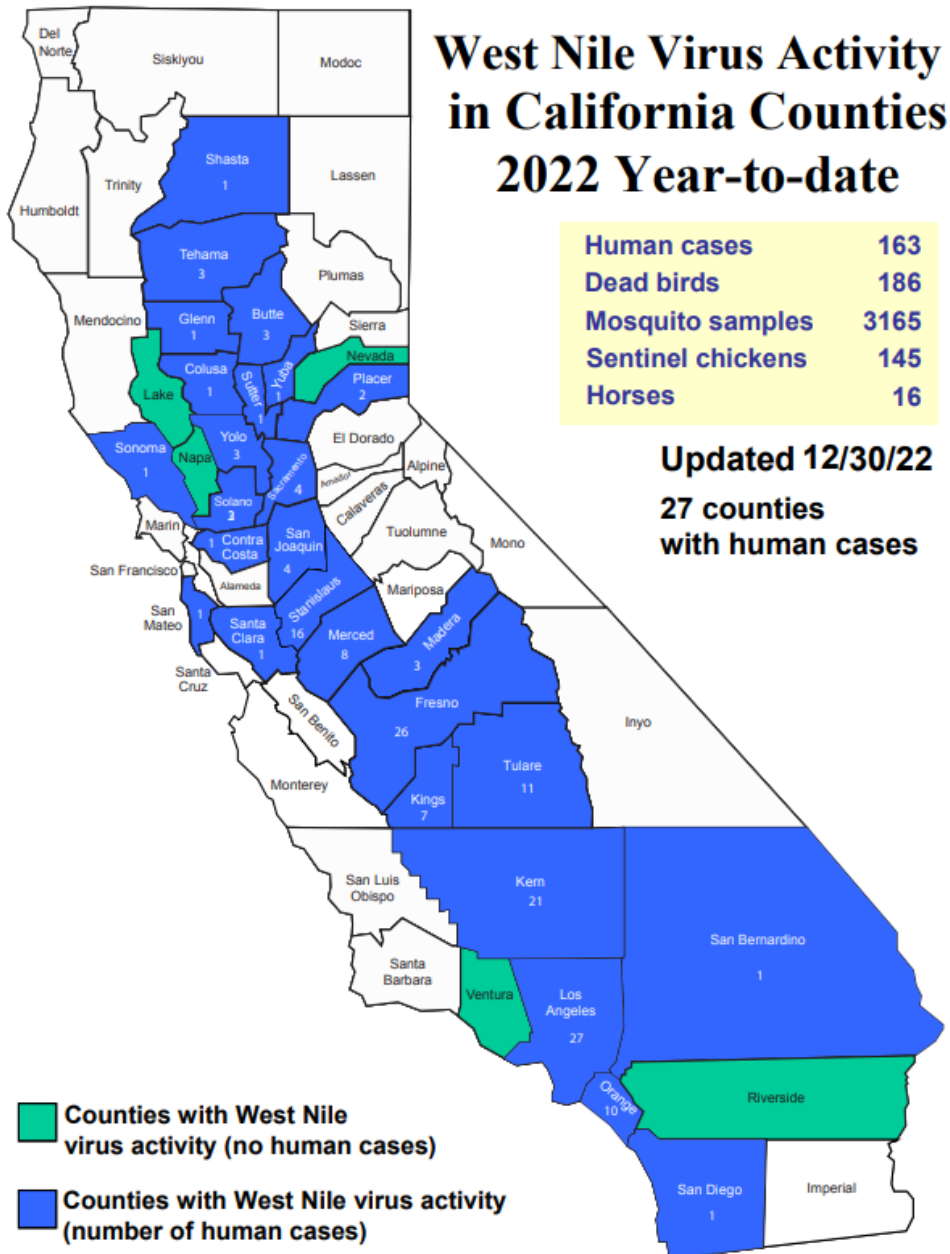
V. STATEWIDE MOSQUITO-BORNE DISEASE WATCH 2022

Reporting Period: November 18 – December 30, 2022

Human Cases	WNV	SLE	WEE
This Period	33	0	0
Year to Date	1163	11	0

Chickens	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	375	0	0	0	0
Year to Date	5,229	145	0	0	0
Culex Pools	Tested	WNV Pos	SLE Pos	WEE Pos	Other Pos
This Period	168	0	0	0	0
Year to Date	40,446	3,165	153	0	0
Aedes Pools	Tested	CHIK	DENV	ZIKA	
This Period	0	0	0	0	
Year to Date	666	0	0	0	

Dead Birds	Submitted	WNV Pos
This Period	4	1
Year to Date	1,266	186



**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

**OPERATIONS REPORT**

**December 2022**

*Mark Daniel, Operations Director*

*Rudy Serrano, Applications Analyst*

*Mark Hall, Environmental Program Manager*

*Yessenia Curiel, Operations Supervisor, USD*

*Wesley Collins, Operations Supervisor, Sylmar*

*Martin Serrano, Operations Supervisor, Headquarters*

*Fernando Martinez, Facilities & Fleet Maintenance Supervisor*

**Departmental Activities**

**Operations**

- Organized and conducted door-to-door property inspections while cross training Underground Storm Drain (USD) staff in the areas around two imported human cases.
- Last group of Mosquito Control Technicians (MCTs) processed for release in both Operations and USD.
- Conducted one day of continuing education for all operational field staff.
- Applications Analyst, Rudy Serrano, is migrating operation system servers to new cloud servers and starting the evaluation process for Aedes App 3.0.
- Department of Agriculture annual premise and pesticide compliance inspection for renewal of pesticide reporting permit for the Department of Pesticide Regulation (DPR).
- Ongoing field observations of staff to assist with the performance evaluations.
- Employee performance evaluations, ongoing.

**Environmental Program**

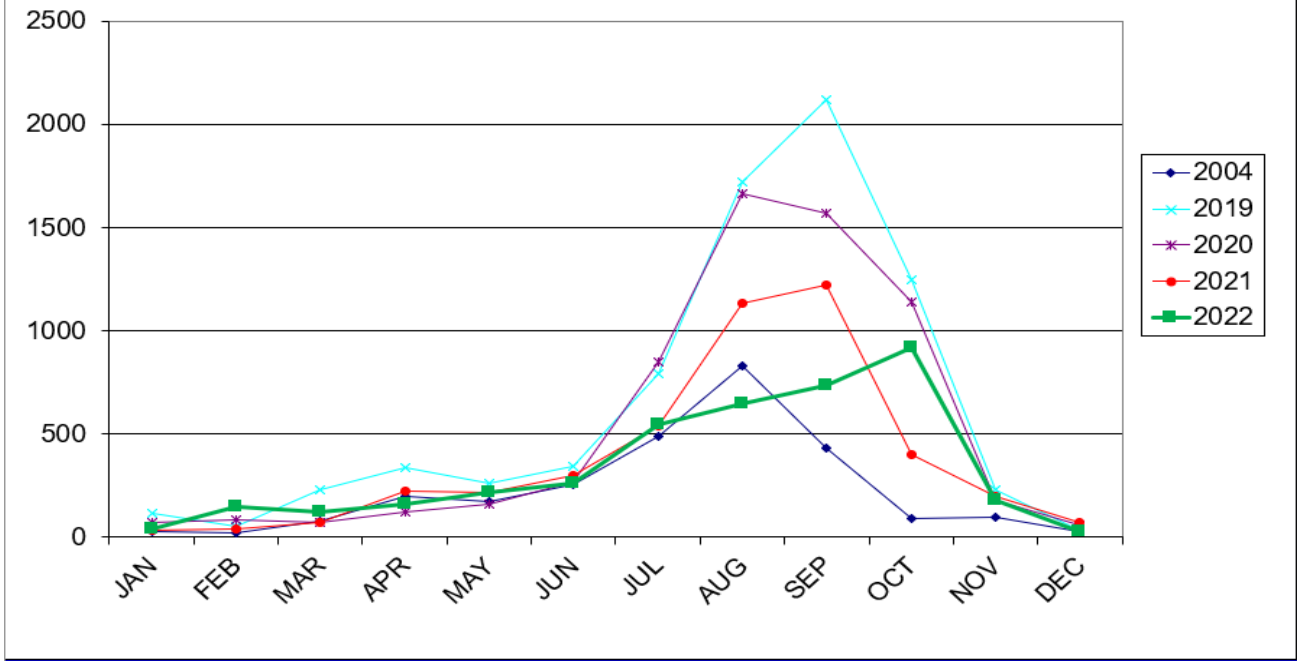
- Attended the ASTM bi-annual meetings for Committee E64 on Stormwater Control Measures.
- Attended all non-member Watershed Area Steering Committee meetings to reinforce the Safe Clean Water Program feasibility requirement for stormwater projects to provide a mosquito minimization plan, and to recommend the plan be reviewed by the local mosquito abatement district as opposed to other agency personnel.
- Assisted Operations with the DPR reporting and records for the Department of Agricultural annual premise inspection and permit renewal.
- Conducted polling and committee assignments for the MVCAC Trash Capture Working Group for the 2023 certification cycle.
- Ongoing meeting and negotiations with Caltrans in an effort to certify their new trash capture device with the State Water Resource Control Board.





**Mosquito Service Request Report**

<b>2019</b>	114	52	226	334	258	341	790	1724	2117	1245	231	35
<b>2020</b>	72	81	71	119	161	269	848	1667	1568	1140	178	55
<b>2021</b>	33	41	71	220	217	296	540	1135	1222	400	195	70
<b>2022</b>	41	149	119	160	214	262	545	649	733	921	175	24



**Breakdown of Monthly Service Requests**

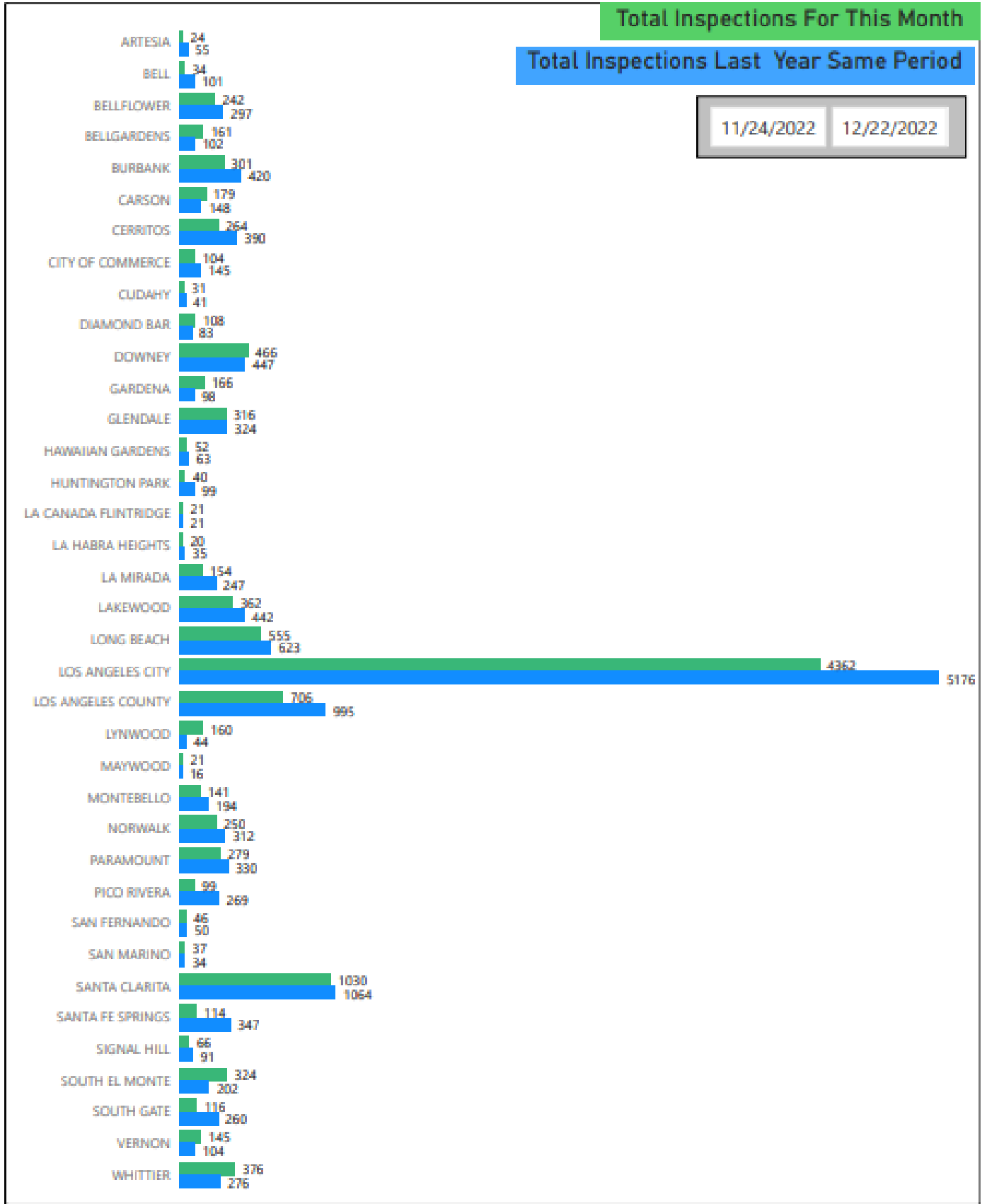
	Mosquitoes	Midges	Swimming Pools	Fish Ponds	Other	Black Flies	Yellow Jackets	Total Service Request	Mosquitofish Requests	Number of Mosquitofish
ARTESIA								0		0
BELL								0		0
BELLFLOWER	1							1		0
BELL GARDENS								0		0
BURBANK								0		0
CARSON								0		0
CERRITOS								0		0
COMMERCE								0		0
CUDAHY								0		0
DIAMOND BAR	1			1				1		0
DOWNEY	1							1		0
GARDENA								0		0
GLENDALE								0		0
HAWAIIAN GARDENS								0		0
HUNTINGTON PARK								0		0
LA CANADA FLINTRIDGE								0		0
LA HABRA HEIGHTS								0		0
LA MIRADA								0		0
LAKEWOOD	1							1		0
LONG BEACH	1							1		0
LOS ANGELES CITY	15		6	1				15	1	10
LOS ANGELES COUNTY	3			1				3	1	10
LYNWOOD								0		0
MAYWOOD								0		0
MONTEBELLO								0		0
NORWALK								0		0
PARAMOUNT								0		0
PICO RIVERA								0		0
SAN FERNANDO								0		0
SAN MARINO								0		0
SANTA CLARITA	1							1		0
SANTA FE SPRINGS								0		0
SIGNAL HILL								0		0
SOUTH EL MONTE								0		0
SOUTH GATE								0		0
VERNON								0		0
WHITTIER								0		0
<b>TOTAL</b>	<b>24</b>	<b>0</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>2</b>	<b>20</b>

Mosquito Source Activity

City	Non-Pool	Pools	USD Lids	BMP	Gutter Spots	Total Hrs. Activity
ARTESIA	16	8				2.21
BELL	21	5	8			2.14
BELLFLOWER	63	53	125	1		25.25
BELLGARDENS	149	12				53.90
BURBANK	60	9	232			37.27
CARSON	109	16	54			22.64
CERRITOS	120	54	90			30.97
CITY OF COMMERCE	66	4	34			15.43
CUDAHY	30		1			1.71
DIAMOND BAR	20	52	35	1		19.81
DOWNEY	91	107	268			55.69
GARDENA	55	7	98	6		15.60
GLENDALE	103	17	196			58.74
HAWAIIAN GARDENS	11	4	37			3.96
HUNTINGTON PARK	30	10				4.03
LA CANADA FLINTRIDGE	7	2	12			3.80
LA HABRA HEIGHTS	16	1	3			3.43
LA MIRADA	34	93	27			15.66
LAKESWOOD	143	49	170			31.66
LONG BEACH	159	56	339	1		43.80
LOS ANGELES CITY	1831	294	2119	118		602.64
LOS ANGELES COUNTY	405	102	199			114.07
LYNWOOD	20	15	125			14.86
MAYWOOD	15	5	1			1.54
MONTEBELLO	54	47	40			12.15
NORWALK	71	68	111			28.98
PARAMOUNT	73	14	192			29.20
PICO RIVERA	36	59	2	2		10.25
SAN FERNANDO	13		33			4.31
SAN MARINO	6	12	19			3.42
SANTA CLARITA	737	12	274	7		192.93
SANTA FE SPRINGS	75	8	26	5		12.93
SIGNAL HILL	20	6	40			4.69
SOUTH EL MONTE	255	44	25			34.58
SOUTH GATE	50	9	41	16		12.63
VERNON	33		106	6		10.35
WHITTIER	166	139	69	2		58.03

11/24/2022		12/22/2022		Non-Pool, Pools etc Column - Total # of insp for source type		
						City Column - City name
						Total Hrs.Activity Column - Total Activity Hrs for city

# STAFF REPORT B



# STAFF REPORT C GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

## COMMUNICATIONS REPORT December 2022

*Mary-Joy Coburn, Director of Communications*  
*Anais Medina Diaz, Public Information Officer*  
*Liliana Moreno and Diana Garcia, Education Program Coordinators*  
*Caroline Gongora, Thomas Dang, and Helen Kuan Community Liaisons*  
*Vania Pocasangre, Community Outreach Assistant*

### **Director's Summary:**

Happy New Year! Last year was a phenomenal time for our award-winning Communications Team with a handful of recognitions to show for our hard work such as the innovation award in our industry, excellent community outreach in the state, and one of our own received the employee of the year award at our headquarters. We are committed to carrying the momentum into 2023! The team just completed a year-end debrief session with lessons learned and new ideas for the upcoming season. We look forward to continuing our partnerships with your cities, as well as other organizations in our jurisdiction. We are also working to produce more educational and practical videos to better inform our residents about mosquitoes and disease threats.

In the next few months, my team will be focused on reaching out to your cities for more partnerships and collaborations for the Spring and Summer months. I will also be keeping you posted on these same partnerships and may request your assistance for some campaigns such as billboard and marquee use in your city, space in your city newsletters, webpages or transits, and opportunities to participate in city events. We hope that these relationships not only help increase public awareness about mosquito control, but can also help spread the mosquito control message in times of crises.

For the latest updates, visit our official District accounts on Facebook, Twitter, and Instagram @GLAmosquito. You can also find our Education Program on Twitter, Instagram, and TikTok @MosquitoSwatLab.

All the best,



Mary-Joy Coburn  
Director of Communications



Director Coburn leading the Communications Team Year-End Debrief in December.



Team Holiday Lunch in Uptown Whittier to sum up another successful year.



EPC Liliana Moreno showing mosquito larvae to students at Gonzales Elementary in Cerritos.

*Programmatic*

**Public Information**

- Designing and printing new business cards for all full-time employees
- Gathering year-end numbers and statistics
- CLs are updating contact information and identifying new potential partnerships
- Completing CEUs for the 2021-2023 season
- Drafting new campaigns for the upcoming season
- Developing social media posts and videos to increase engagement and reach
- Revisiting pesticide videos and working with Operations to make any necessary changes
- Updating website and social media pages with current images and graphics

**Educational Outreach**

The Education Program Coordinators (EPCs) conducted seven (7) presentations in the cities of Cerritos, Downey, Pacoima, Long Beach, Montebello and Hawaiian Gardens. For the month of January, the EPCs have scheduled nine (9) in-person presentations. The EPCs are actively recruiting for Spring 2023. They also continue to stay active on social media and engage with their followers to promote the education program.

**SWAT Lab School Visits in December**

School	City	# of Students
Gonzales Elementary	Cerritos	78
Rio San Gabriel Elementary	Downey	59
Bert Corona Charter	Pacoima	14
Collins Elementary	Long Beach	72
Wilcox Elementary	Montebello	60
Hawaiian Elementary	Hawaiian Gardens	40
<b>Total in December</b>		<b>323</b>
<b>Year-to-date</b>		<b>4,472</b>

**Digital Outreach**

*GLAmosquito Social Media Chart*

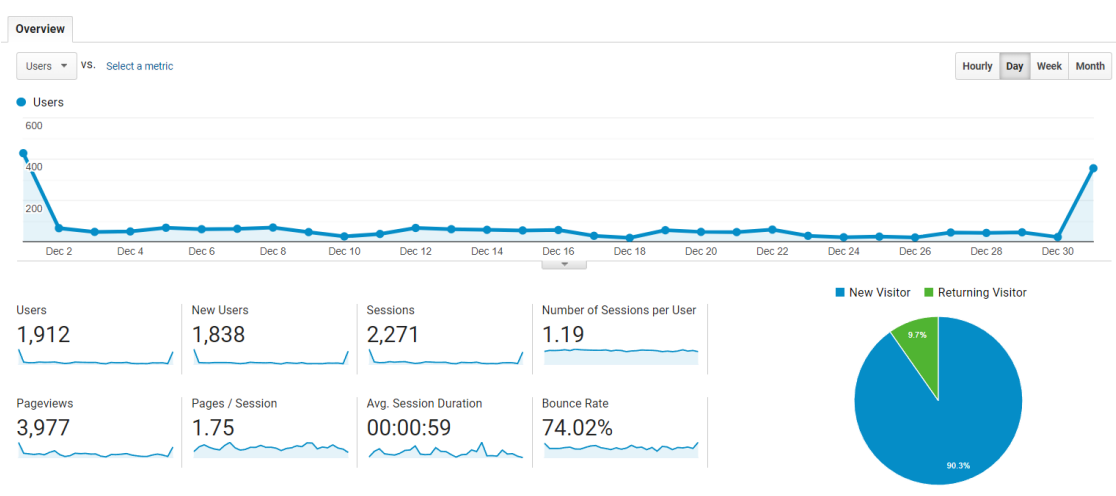
Outreach Medium	Number of Subscribers	Reach
Email List	4,333 (↑2)	1,314
Facebook	4,768 (↑3)	2,937
Twitter	1,470	1,341
Instagram	1,083 (↑12)	1,171
NextDoor	956,512	3,228

## SWAT Lab Social Media in Numbers

Platform	Impressions	Interactions
Instagram	1,128	30
Twitter	446	45
TikTok	1,707	289
Total in December	3,281	364
<b>Year-to-date</b>	<b>109,456</b>	<b>5,272</b>

## GLAmosquito Website

For the period between December 1<sup>st</sup> and December 31<sup>st</sup>, the District website had 2,271 views.



For the latest updates, visit our official District accounts on Facebook, Twitter, and Instagram @GLAmosquito. Don't miss educational and entertaining posts from our Education Program on Twitter, Instagram, and TikTok @MosquitoSwatLab.

## Media Coverage/Publications

Total Coverage:

**December 2022: 0**

**Fiscal Year-to-Date: 152**



# GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT (GLACVCD)



## 2022 AT A GLANCE

# 70 YEARS OF SERVICE

ESTABLISHED ON  
FEBRUARY 25, 1952

### GLACVCD MISSION

TO REDUCE POPULATIONS OF PUBLIC HEALTH VECTORS BELOW NUISANCE LEVELS, PREVENT HUMAN INFECTION ASSOCIATED WITH MOSQUITO-TRANSMITTED DISEASES, AND PREVENT THE LOSS OF PROPERTY VALUES AND COMMERCIAL ENTERPRISE AS THE RESULT OF VECTOR OCCURRENCE AND ACTIVITY.

**372**

WEST NILE VIRUS

**3**  
MOSQUITO SPECIES

**2,147**

MOSQUITO SAMPLES TESTED

**83,956**

FEMALE MOSQUITOES

**1** ST. LOUIS ENCEPHALITIS



### COMMUNITY OUTREACH & EDUCATION



Outreach Events: **71**  
Participants: **18,000+**  
Presentations: **28**  
City Council Presentations: **10**  
Presentation Participants: **456+**  
Media Coverage/Publications: **264**  
Press Releases: **15**  
Social Media Video:  
Facebook Reach: **12,648**  
Instagram Impressions: **26,756**



**4,014**  
SERVICE REQUESTS

BIRDS POSITIVE FOR  
WEST NILE VIRUS

**28** **81**  
DEAD BIRDS TESTED

MOSQUITO-BREEDING  
SOURCE INSPECTIONS

POOL 170,852 NON-POOL 19,449

GUTTER 209,321 USD 106,757

**506,379**  
TOTAL INSPECTIONS

**166,091**

FEMALE MOSQUITOES TRAPPED

**4,823**

TRAP NIGHTS IN 2022



**3**  
SCIENTIFIC PUBLICATIONS

**TOP 3**  
MOSQUITO SPECIES  
COLLECTED

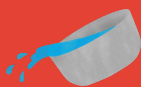
CULEX QUINQUEFASCIATUS  
**148,278**  
AEDES AEGYPTI  
**8381**  
CULEX TARSALIS  
**1614**



## PREVENT MOSQUITO BITES BY:

**Tipping**

Stagnant Water



**Tossing**

Unneeded Containers



**Wearing**

Insect Repellent



**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**

**FISCAL REPORT  
DECEMBER 2022**

*Carolyn M. Weeks, CPA, Director of Fiscal Operations*

*Yousef Kamara, Accounting Assistant*

*Selina Lopez, Payroll Assistant*

**Departmental Activities**

- Finished the financial statement audit
- Preparing budget worksheets
- Finish up the CalPERS buybacks
- Reconciling the deductions for the payroll payables and on payroll checks
- Cleaning out storage, re-boxing, and shredding old documents



## Breakdown on Financial Statement Categories

Regular & Limited Term Salaries – Salaries, Overtime, and Payout on Accruals

Employee Taxes – Employer’s cost of employment taxes

Extra Help Salaries – seasonal staff’s salaries

General Benefits - CalPERS retirement and 401(a) funding

Health Benefits – Medical, Dental, Vision and Retirees Medical Premiums

Chemicals – pesticides

Operational Support Equipment – portable spray equipment, support equipment, COVID supplies, and miscellaneous parts and supplies

Uniforms and Accessories – boots, gloves, coveralls, uniform cleaning, caps, accessories, work apparel, logo patches, shields, staff year pins, and protective safety equipment

Communications – wireless telephone, GPS tracking, two-way radios, website services, telephone landlines, and internet connection

Kitchen Materials and Supplies – kitchen supplies and miscellaneous expense

VCJPA Insurance – Workers’ Compensation, Liability, Automobile, Group Property, Group Fidelity, Travel, General Fund, and Employee Assistance

Maintenance Automotive – Electrical parts, vehicle registration, brake and suspension, tire, wheels and alignment, cooling system parts and service, body repair, fabrication supplies, hazardous waste, engine and transmission, smog checks, first aid, trans, chassis and drive trans, engine, and miscellaneous parts and service

Office Equipment – Equipment repair, copier expenses, computer supplies, and computer software

Maintenance Buildings/Yards – Towel supply, floor mates, irrigation, landscape maintenance, janitorial maintenance, pond maintenance, interior and exterior supplies, HVAC, fixture and hardware, and security alarm

Scientific-Technical Lab Supplies – Mosquito fish and supplies, reference materials, lab supplies and equipment, field supplies and equipment, and shipping and testing

Memberships – all memberships

Office Expense – Bank and finance fees, postage expenses, office supplies, printing and stationery, payroll processing fees, pre, and post-employment services, tuition reimbursement, and safety/management training

Professional Services – computer consultant, professional/temp services, lawsuit settlements, legal services, NPDES monitoring, CEQA fees, advertising, and audit contract

## **STAFF REPORT D**

Public Information and Education – public info video, supplies and equipment, information materials, photography expenses, educational material and supplies, promotional and educational, public exhibit, media monitoring, and mobile education unit

Special Expense – Property tax administration, LA County Property Tax, meeting/supplies, the board of trustee stipends, and board meeting expenses

Transportation and Travel – Permits and fees, certification renewals, continuing education and seminars, and manager's auto allowance

Fuel – Fleet fuel

Utilities – utilities, water, and waste disposal

SUMMARY OF CASH ACCOUNTS  
December, Fiscal Year 2022-2023  
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>COUNTY TREASURY - 1010.0</b>												
Fund Balance - 6/30/22	\$236,694.00											
Deposits/Revenues	476,194	212,526	3,337	2,856	178,207	7,248,041	8,121,161	8,121,161	8,121,161	8,121,161	8,121,161	8,121,161
YTD	476,194	688,720	692,057	694,913	873,120	8,121,161	8,121,161	8,121,161	8,121,161	8,121,161	8,121,161	8,121,161
Transfer to LAIF 1020.0	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 712,888</b>	<b>\$ 925,414</b>	<b>\$ 928,751</b>	<b>\$ 931,607</b>	<b>\$ 1,109,814</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>	<b>\$ 8,357,855</b>
<b>LAIF ACCOUNT - 1020.0</b>												
Fund Balance - 6/30/22	\$10,384,694.00											
Deposits (Transfer from County Treasury 1010 or Reserve accounts)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	14,113	41,207	-	-	-	-	-	-	-	-	-	-
YTD	14,113	55,319	55,319	55,319	55,319	55,319	55,319	55,319	55,319	55,319	55,319	55,319
Withdrawals (Transfer to BPB Payable 1016 or Chase Payable 1015)	400,000	1,150,000	450,000	250,000	275,000	225,000	-	-	-	-	-	-
Withdrawals (Transfer to BPB Payroll 1017)	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	-	-	-	-	-	-
Withdrawals (Transfers to Reserve Accounts)	-	-	-	-	-	-	-	-	-	-	-	-
YTD	2,090,000	4,190,000	5,440,000	6,565,000	7,840,000	9,065,000	9,065,000	9,065,000	9,065,000	9,065,000	9,065,000	9,065,000
<b>Fund Balance</b>	<b>\$ 8,308,806</b>	<b>\$ 6,208,806</b>	<b>\$ 5,000,013</b>	<b>\$ 3,875,013</b>	<b>\$ 2,600,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>	<b>\$ 1,375,013</b>
<b>CHASE - PAYABLES ACCOUNT 1015.0</b>												
Fund Balance - 6/30/22	\$186,296											
Deposits (Transfer from LAIF 1020)	400,000	1,150,000	450,000	250,000	275,000	225,000	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	-	100,000	-	-	100,000	115,000	-	-	-	-	-	-
Misc. Receipts	3,868	811	819	-	1,151	-	-	-	-	-	-	-
YTD	403,868	1,654,679	2,112,868	2,362,868	2,739,019	3,079,019	3,079,019	3,079,019	3,079,019	3,079,019	3,079,019	3,079,019
Withdrawals (Transfers to BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals for Payables	524,060	1,163,373	414,784	359,182	353,960	304,842	-	-	-	-	-	-
YTD	524,060	1,687,433	2,102,217	2,461,400	2,815,360	3,120,202	3,120,202	3,120,202	3,120,202	3,120,202	3,120,202	3,120,202
<b>Account Balance</b>	<b>\$ 66,104</b>	<b>\$ 153,541</b>	<b>\$ 196,947</b>	<b>\$ 87,764</b>	<b>\$ 109,955</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>	<b>\$ 145,114</b>
<b>CHASE PAYROLL ACCOUNT 1017.0</b>												
Fund Balance - 6/30/22	\$235,419.00											
Deposits (Transfer from LAIF 1020)	1,690,000	950,000	800,000	875,000	1,000,000	1,000,000	-	-	-	-	-	-
Deposits (Transfer from BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Receipts	7,479	8,407	73,798	-	7,153	-	-	-	-	-	-	-
YTD	1,697,479	2,655,886	3,529,684	4,404,684	5,411,837	6,411,837	6,411,837	6,411,837	6,411,837	6,411,837	6,411,837	6,411,837
Withdrawals (Transfers to BPB Payroll 1018)	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals for Payables	1,747,590	965,038	829,278	871,201	965,956	930,960	-	-	-	-	-	-
YTD	1,747,590	2,712,628	3,541,906	4,413,107	5,379,063	6,425,023	6,425,023	6,425,023	6,425,023	6,425,023	6,425,023	6,425,023
<b>Account Balance</b>	<b>\$ 185,308</b>	<b>\$ 178,677</b>	<b>\$ 223,197</b>	<b>\$ 226,996</b>	<b>\$ 268,193</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>	<b>\$ 222,233</b>
<b>CalTRUST Account Cash Flow - 1019.0</b>												
Fund Balance - 6/30/22	\$1,045,894.00											
Deposits	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	1,289	-	3,730	-	2,525	6,425	-	-	-	-	-	-
YTD	1,289	1,289	5,019	5,019	7,544	13,970	13,970	13,970	13,970	13,970	13,970	13,970
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 1,047,183</b>	<b>\$ 1,047,183</b>	<b>\$ 1,050,913</b>	<b>\$ 1,050,913</b>	<b>\$ 1,053,439</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>	<b>\$ 1,059,864</b>
<b>VCJPA TRUST FUND - 1012.0</b>												
Fund Balance - 6/30/22	\$1,468,129.00											
Deposits	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-

**SUMMARY OF CASH ACCOUNTS**  
 December, Fiscal Year 2022-2023  
 Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
YTD			(38,245)	(38,245)	(38,245)	(38,245)	(38,245)	(38,245)	(38,245)	(38,245)	(38,245)	(38,245)
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses	-	-	34	-	-	-	-	-	-	-	-	-
YTD	-	-	34	34	34	34	34	34	34	34	34	34
<b>Fund Balance</b>	<b>\$ 1,468,129</b>	<b>\$ 1,468,129</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>	<b>\$ 1,429,850</b>

**CaITRUST ACCOUNT EMERGENCY VECTOR CONTROL RESERVES - 1031.0**

Fund Balance - 6/30/22	\$1,261,068.00											
Deposits (Transfers from 1020.0)												
Interest Earned	6,419	(11,499)	(12,993)	(2,563)	5,961	8,696						
YTD	6,419	(5,080)	(18,073)	(20,636)	(14,675)	(5,978)	(5,978)	(5,978)	(5,978)	(5,978)	(5,978)	(5,978)
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 1,267,487</b>	<b>\$ 1,255,988</b>	<b>\$ 1,242,995</b>	<b>\$ 1,240,432</b>	<b>\$ 1,246,394</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>	<b>\$ 1,255,090</b>

**LAIF ACCOUNT EMERGENCY V.C. - 1022.0**

Fund Balance - 6/30/22	\$300,000											
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>

**LAIF ACCOUNT MEU VEHICLE REPLACEMENT - 1023.0**

Fund Balance - 6/30/22	\$83,116											
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>	<b>\$ 83,116</b>

**LAIF ACCOUNT CAPITAL DESIGNATED RESERVES - 1025.0**

Fund Balance - 6/30/22	\$1,013,277											
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>	<b>\$ 1,013,277</b>

**LAIF ACCOUNT OPERATION RESERVES - 1026.0**

Fund Balance - 6/30/22	\$425,000											
Deposits (Transfers from 1020.0)												
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>	<b>\$ 425,000</b>

**CaITRUST ACCOUNT OPERATIONS DESIGNATED RESERVES - 1033.0**

Fund Balance - 6/30/22	\$421,180.00											
Deposits (Transfers from 1020.0)												
Interest Earned	2,140	(3,833)	(4,331)	(854)	1,987	2,899						
YTD	2,140	(1,693)	(6,024)	(6,879)	(4,882)	(1,993)	(1,993)	(1,993)	(1,993)	(1,993)	(1,993)	(1,993)
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-

SUMMARY OF CASH ACCOUNTS  
December, Fiscal Year 2022-2023  
Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>423,320</b>	<b>419,487</b>	<b>415,156</b>	<b>414,302</b>	<b>416,289</b>	<b>419,187</b>	<b>419,187</b>	<b>419,187</b>	<b>419,187</b>	<b>419,187</b>	<b>419,187</b>	<b>419,187</b>

**LAIF ACCOUNT EARTHQUAKE RESERVES - 1036.0**

Fund Balance - 6/30/22 \$53,200.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>

**LAIF ACCOUNT FACILITY EXPANSION PROJECT RESERVES - 1037.0**

Fund Balance - 6/30/22 \$700,000.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>

**LAIF ACCOUNT OPEB DESIGNATED RESERVES - 1027.0**

Fund Balance - 6/30/22 \$1,770,696.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>	<b>1,770,696</b>

**LAIF ACCOUNT COMPENSATED ABSENCES RESERVE - 1029.0**

Fund Balance - 6/30/22 \$200,000.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>

**CaITRUST ACCOUNT CAPITAL RESERVES - 1032.0**

Fund Balance - 6/30/22 \$684,370.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	3,530	(6,325)	(7,147)	(1,410)	3,279	4,783	-	-	-	-	-	-
YTD	3,530	(2,794)	(9,941)	(11,350)	(8,071)	(3,288)	(3,288)	(3,288)	(3,288)	(3,288)	(3,288)	(3,288)
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance \$</b>	<b>687,901</b>	<b>681,576</b>	<b>674,429</b>	<b>673,020</b>	<b>676,299</b>	<b>681,082</b>	<b>681,082</b>	<b>681,082</b>	<b>681,082</b>	<b>681,082</b>	<b>681,082</b>	<b>681,082</b>

**CaITRUST ACCOUNT VEHICLE REPLACEMENT - 1034.0**

Fund Balance - 6/30/22 \$210,590.00												
Deposits (Transfers from 1020.0)	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earned	1,070	(1,916)	(2,166)	(427)	994	1,449	-	-	-	-	-	-
YTD	1,070	(847)	(3,012)	(3,439)	(2,446)	(996)	(996)	(996)	(996)	(996)	(996)	(996)

SUMMARY OF CASH ACCOUNTS  
December, Fiscal Year 2022-2023

Carolyn Weeks CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Withdrawals	-	-	-	-	-	-	-	-	-	-	-	-
YTD	-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balance</b>	<b>\$ 211,660</b>	<b>\$ 209,744</b>	<b>\$ 207,578</b>	<b>\$ 207,151</b>	<b>\$ 208,145</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>	<b>\$ 209,594</b>
<b>CASH BALANCE</b>	<b>\$ 18,924,075</b>	<b>\$ 17,093,835</b>	<b>\$ 15,915,119</b>	<b>\$ 14,682,338</b>	<b>\$ 13,663,679</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>	<b>\$ 19,700,172</b>

This above information is provided in compliance with the District's Investment Policy.

**MONTHLY EXPENSE STATEMENT**  
**December, Fiscal Year 2022-2023**  
**Carolyn M. Weeks CPA, Director of Fiscal Operations**

<b>ACCOUNT</b>	<b>ACTUAL MONTHLY EXPENSE (\$)</b>	<b>BUDGETED MONTHLY EXPENSE (\$)</b>	<b>MONTHLY VARIANCE (\$)</b>	<b>YTD ACTUAL EXPENSE (\$)</b>	<b>YTD BUDGETED EXPENSE (\$)</b>	<b>YTD VARIANCE (\$)</b>
<b><u>Salaries and Benefits</u></b>						
Regular & Limited Term Salaries	\$ 761,534	\$ 861,902	\$ 100,368	\$ 4,171,944	\$ 4,377,264	\$ 205,320
Employee Taxes	17,236	14,423	(2,813)	32,505	100,279	67,774
Extra Help Salaries	51,272	61,296	10,024	523,634	657,553	133,919
General Benefits	95,580	112,135	16,555	1,282,848	1,377,036	94,188
Health Benefits	161,151	214,264	53,113	1,010,484	1,495,208	484,724
<b>SUBTOTAL</b>	<b>\$ 1,086,773</b>	<b>\$ 1,264,020</b>	<b>\$ 177,246</b>	<b>\$ 7,021,416</b>	<b>\$ 8,007,341</b>	<b>\$ 985,925</b>
<b><u>Services and Supplies</u></b>						
Chemicals	\$ 5,042	\$ 35,000	\$ 29,958	\$ 101,241	\$ 180,000	\$ 78,759
Operational Support Equipment	1,919	6,564	4,645	13,489	29,714	16,225
Uniforms and Accessories	1,019	3,742	2,723	23,721	46,380	22,659
Communications	14,200	16,198	1,998	116,032	135,935	19,903
Kitchen Materials and Supplies	-	450	450	2,489	1,710	(779)
VCJPA Insurance	-	-	-	800,444	832,582	32,138
Maintenance: Automotive	7,232	24,310	17,078	80,172	128,270	48,098
Office Equipment	2,561	6,322	3,761	41,992	38,280	(3,712)
Maintenance: Bldgs/Yards	10,786	11,410	625	70,607	66,388	(4,219)
Scientific-Technical Lab Supplies	1,060	4,000	2,940	44,853	62,000	17,147
Memberships	8,919	-	(8,919)	12,340	21,799	9,459
Office Expense	7,657	6,852	(806)	48,198	58,790	10,592
Professional Services	14,485	23,500	9,015	111,048	128,700	17,652
Public Information & Education	551	3,800	3,249	17,629	22,700	5,071
Special Expense	3,564	410,733	407,170	64,239	482,590	418,351
Transportation & Travel	8,667	5,800	(2,867)	26,526	43,098	16,572
Fuel	11,359	25,242	13,883	182,174	231,201	49,027
Utilities	3,739	7,779	4,040	61,005	67,675	6,670
<b>SUBTOTAL</b>	<b>\$ 102,759</b>	<b>\$ 591,701</b>	<b>\$ 488,942</b>	<b>\$ 1,818,198</b>	<b>\$ 2,577,812</b>	<b>\$ 759,614</b>
<b><u>Fixed Assets</u></b>						
Automotive/Specialty Vehicles	\$ -	-	\$ -	\$ -	1,500	\$ 1,500
Machinery & Equipment	-	-	-	2,287	-	(2,287)
Spray Equipment	-	-	-	-	-	-
Computer Equipment	-	-	-	-	2,000	2,000
Laboratory Equipment	906	-	(906)	2,235	-	(2,235)
Public Information/Ed. Equipment	-	-	-	-	-	-
Furniture & Fixtures	-	600	600	-	1,250	1,250
Reserves	-	-	-	-	-	-
Capital Improvements	-	-	-	(1,842)	20,000	21,842
<b>SUBTOTAL</b>	<b>\$ 906</b>	<b>\$ 600</b>	<b>\$ (306)</b>	<b>\$ 2,679</b>	<b>\$ 24,750</b>	<b>\$ 22,071</b>
<b><u>Reserves</u></b>						
Facility Expansion Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPEB Reserve	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,190,438</b>	<b>\$ 1,856,321</b>	<b>\$ 665,883</b>	<b>\$ 8,842,293</b>	<b>\$ 10,609,903</b>	<b>\$ 1,767,610</b>

**Greater Los Angeles County Vector Control District  
Revenue Reported on a Cash Basis**

	2023												TOTAL	BUDGET	VARIANCE		
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN					
<b>COUNTY TREASURY -1010.0</b>																	
<b>Deposits/Revenues</b>																	
111 Taxes Receivable- Current Secured	-																-
112 Taxes Receivable - Current Unsecured																	-
80A Prop Taxes - Current- Sec																	2,206,987
8006ABX1 26 Property Tax Revenue																	(2,206,987)
80 B Prop Taxes-Current-Unsecured																	32,000
80C Prop Taxes - Prior-Secure																	47,143
80D Prop Taxes-Prior- Unsecured																	(11,000)
80F Supplemental Prop Taxes Current																	(2,400)
80G Supplemental Prop Taxes Prior																	7,811
81C Other Taxes																	(600)
84D Pen Int & Costs Del Taxes Secure																	3,500
86 Revenue - Use of Money & Prop																	65,000
88 Intergvmtl Revenue - State																	6,000
91 Intergvmtl Revenue - Other																	1,000
92 Charges For Services																	8,492
	66	767		3,337	2,856	117,909	7,248,041										17,096,061
	472,080	121,359															(667)
<b>* Total Revenues</b>	<b>476,311</b>	<b>212,526</b>	<b>3,337</b>	<b>2,856</b>	<b>178,918</b>	<b>7,248,041</b>											<b>19,437,648</b>
																	<b>(11,315,659)</b>
<b>^ Miscellaneous Income</b>																	<b>33,859</b>
	28,560	(23,573)	(14,568)	(5,253)	14,746	24,253											<b>24,165</b>
<b>Grand Total Revenue</b>	<b>504,871</b>	<b>188,953</b>	<b>(11,232)</b>	<b>(2,397)</b>	<b>193,664</b>	<b>7,272,295</b>											<b>19,471,507</b>

State of California Receivable  
Administrative Auditor-Controller Services (Less)

	Calendar Year 2022				Calendar Year 2023			
	Interest received on LAIF account	Rebate earned on US Bank V/isa	Interest received on LAIF account	Rebate earned on US Bank V/isa	Interest received on LAIF account	Rebate earned on US Bank V/isa	Interest received on VC/JPA accounts	Total interest
<b>Grants</b>								
1st quarter	7,617	2,956						
2nd quarter	14,113	7,650						
3rd quarter	41,207	5,376						
4th quarter	-	-						
<b>Total Interest</b>	<b>62,936</b>	<b>15,982</b>						
<b>Sale of Vehicles</b>								
Interest received on VC/JPA accounts								
1st quarter								
2nd quarter								
3rd quarter								
4th quarter								
<b>Total Interest</b>								
<b>Total</b>								

\* The County report for the month of December has not been received at the time this report was being compiled.

^ Miscellaneous income is composed of LAIF interest, proceeds from the sale of assets, contract proceeds, rebates, grants and any other income that is not listed above.



**GREATER LOS ANGELES VECTOR CONTROL DISTRICT**  
 Chart of Financial Activity: FY 2023

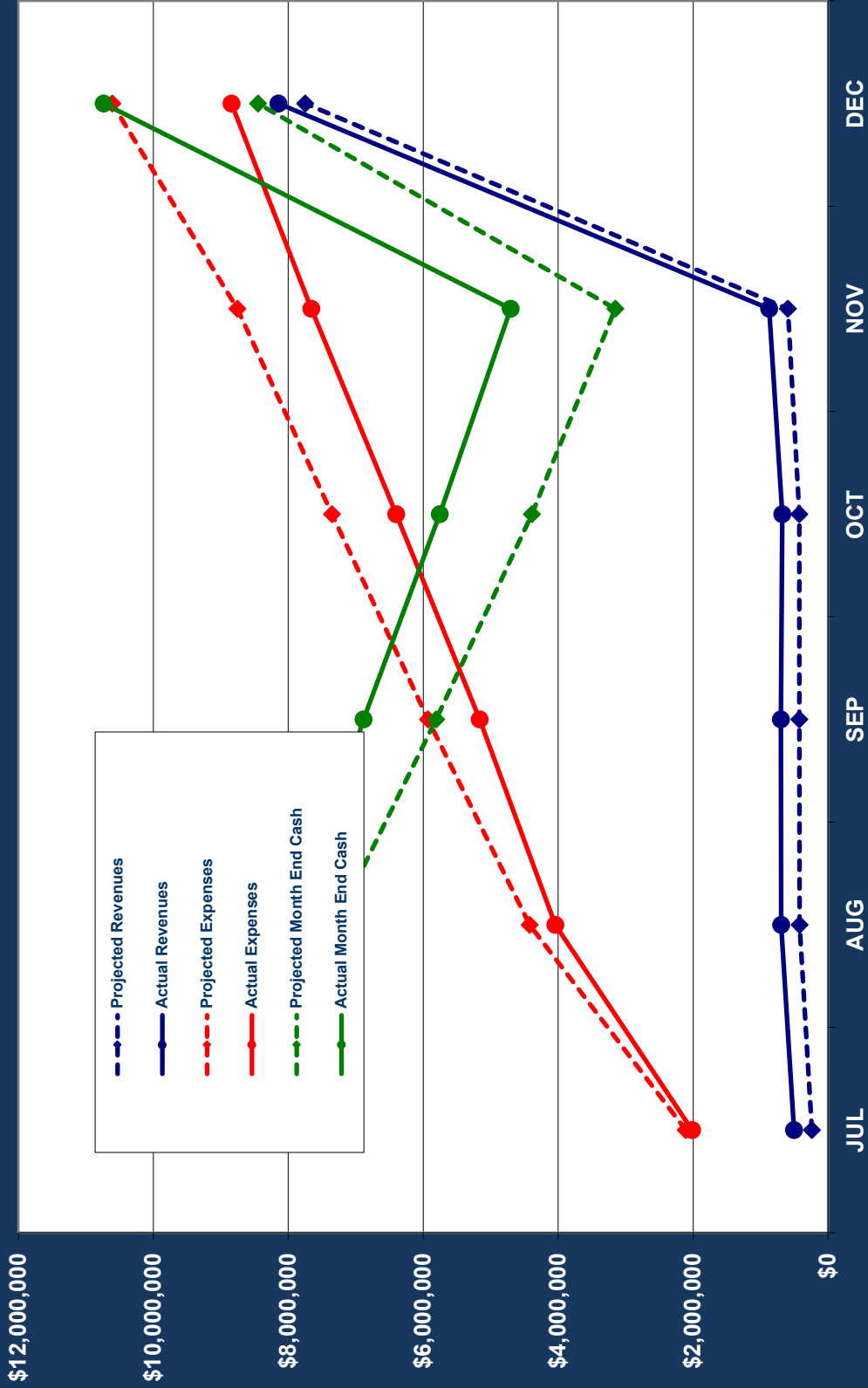
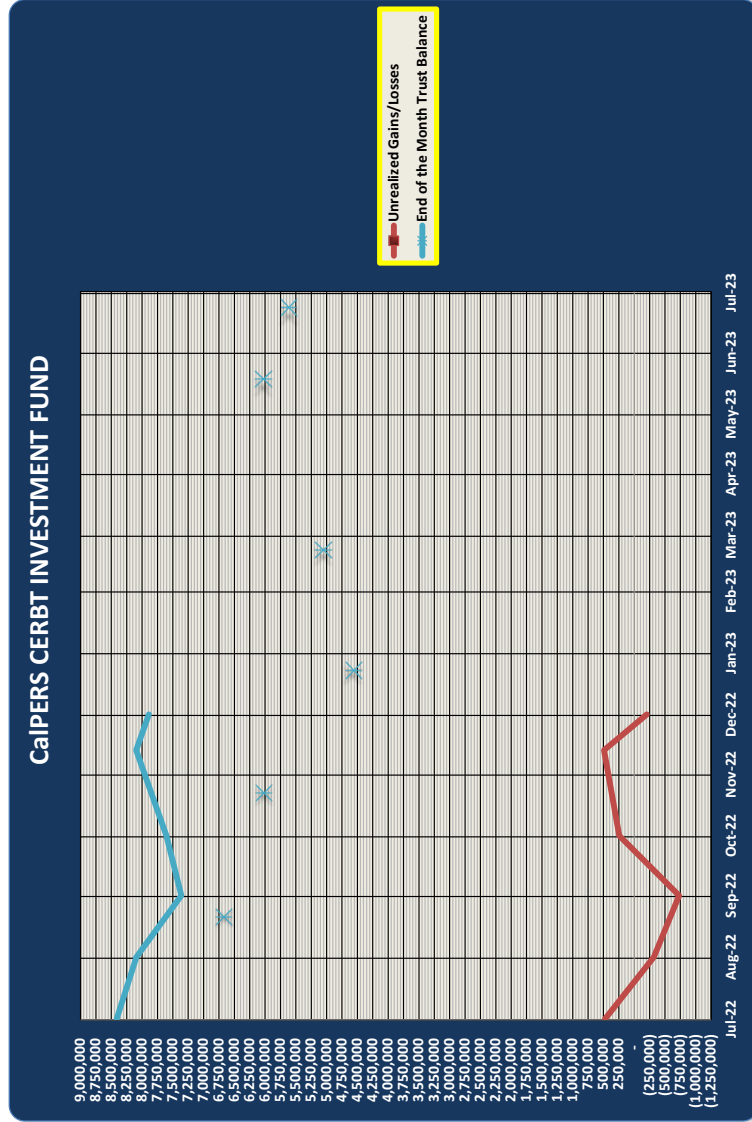


TABLE FOR CHART JULY 2022 - JUNE 2023

Month	Projected Revenues	Actual Revenues	Projected Expenses	Actual Expenses	Projected Month End Cash	Actual Month End Cash
JUL	240000	504754	2108190	2015273	9442398	9705989
AUG	420000	693824	4420823	4043154	7309766	7830989
SEP	426000	697550	5928853	5164010	5807736	6884719
OCT	427500	677233	7350082	6401264	4388007	5754719
NOV	597500	873148	8753581	7657989	3154508	4703452
DEC	7747500	8146154	10609903	8842293	8448186	10734877
JAN 2023	9752500	0	11859604	0	9203485	0
FEB	10952500	0	13088575	0	9174514	0
MAR	10967500	0	14390388	0	7887701	0
APR	16167500	0	15696591	0	11781498	0
MAY	18167500	0	17103452	0	12374637	0
JUN	18175000	0	19471507	0	10014081	0

SUMMARY of CalPERS CERBT INVESTMENT FUND  
 December, Fiscal Year 2022-2023  
 Carolyn Weeks, CPA, Director of Fiscal Operations

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>CalPERS CERBT Plan for Pre-Funding OPEB</b>												
Fund Balance - 6/30/22 \$7,939,448.00												
<b>Deposits</b>												
YTD Deposits												
Unrealized Gains/Losses												
YTD Unrealized Gains/Losses	473,705	(319,569)	(730,189)	244,236	490,785	(204,821)	-	-	-	-	-	-
Administrative Fees	473,705	154,136	(576,053)	(331,817)	158,967	(45,854)	(45,854)	(45,854)	(45,854)	(45,854)	(45,854)	(45,854)
YTD Administrative Fees	582	606	549	536	547	540	-	-	-	-	-	-
	582	1,188	1,737	2,274	2,821	3,361	3,361	3,361	3,361	3,361	3,361	3,361
<b>Fund Balance</b>												
	\$ 8,412,572	\$ 8,092,396	\$ 7,361,658	\$ 7,605,357	\$ 8,095,595	\$ 7,890,233	\$ 7,890,233	\$ 7,890,233	\$ 7,890,233	\$ 7,890,233	\$ 7,890,233	\$ 7,890,233



**STAFF REPORT E**

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT**  
**HUMAN RESOURCES DEPARTMENT REPORT**  
**December 2022**

*Allison Costa, Director of Human Resources*  
*Cindy Reyes, Human Resources Analyst*  
*Melissa Munoz, Human Resources Specialist (Limited-Term)*

**Director's Summary**

Happy New Year! December was a month to recharge and shift gears toward training and project-based goals now that the mosquito season is behind us. During the month of December, Human Resources (HR) focused on future planning and streamlining day-to-day processes. Future planning initiatives were discussed among the management team at our first Annual Planning Meeting of the fiscal year, and with our General Manager's leadership, we are on-track to meet our current and horizon goals. I look forward to future planning meetings as we prepare for the next fiscal budget and years beyond.

In this time between the end of one mosquito season and the beginning of another, the HR Department has the available time to audit processes and information, notably with open enrollment items and payroll deductions before changes became effective in January. An administrative goal for this fiscal year is to find a new human resources information system (HRIS) platform. We are in the discovery phase of the project, and we look forward to a smooth transition to a new platform in the near future.

Another administrative goal for this fiscal year is to present our Board with a Document Retention Policy. I have the privilege of co-chairing the project internally with our general manager, and through the collaboration of each department and our legal team, we are in the final stages of drafting the policy. The policy will be presented to the Policy Committee and all Trustees in the coming months. Once approved, we will move forward with our much-needed search for a cloud-based document retention platform. This project is years in the making and will allow us to discard unnecessary paper we have housed for the past 70 years, saving time and money in the long run.

On a bittersweet note, in December we had the honor of celebrating the retirement of our Operations Manager, Wesley Collins. I was fortunate to be part of the celebration as we bid Wesley farewell after serving our district for 34 years. Wesley's passion and devotion to serve the public is admirable. He will be sorely missed, and we thank Wesley for his decades-long dedication to the district's mission.

Lastly, our HR Department provides top-tier service to staff and the public because of our Board's guidance and unwavering support. Thank you to President Holman for serving as Board President in 2022 and congratulations to Vice President Kwong as incoming Board President. Finally, thank you to our continuing and new Trustees for serving on our Board in 2023. I look forward to a wonderful year.

Sincerely,



Allison Costa, MBA  
*Director of Human Resources*

**Department Training & Workshops**

Date	Presenter	Topic	Location
12/01/22	Liebert, Cassidy, Whitmore	Finding the Facts: Employee Misconduct & Disciplinary Investigations	Via Remote Location
12/06/22	Liebert, Cassidy, Whitmore	2023 Legislative Update	Via Remote Location
12/15/22	GLACVCD	Annual Planning Meeting #1	Santa Fe Springs Branch

**Employment & Recruitments**

Department	# of budgeted positions	# of filled positions	# of vacant positions
<b>Executive &amp; Administrative Services</b>	11	10	1
<b>Scientific-Technical Services</b>	9	9	0
<b>Operations</b>	57	57	0
<b>Communications</b>	8	8	0
<b>Maintenance</b>	6	6	0
<b>Total</b>	<b>91</b>	<b>90</b>	<b>1</b>

*Vacant Positions*

**Executive & Administrative Services.** Our Human Resources Department recently filled a vacancy for the Human Resources Analyst. The position was filled with internal candidate. There is now an open vacancy for a Human Resources Specialist to backfill the position.

***Human Resources Specialist***

- Vacancy Posting: 11/18/22 – 12/02/22
- Written Exam: 12/21/22
- Interviews: 01/10/23
- Start Date: 01/30/23

